

## **THORVERTON PARISH COUNCIL**

To all members of the Council,

You are hereby summoned to attend the next Meeting of the above named Parish Council to be held at **Thorverton Memorial Hall, Tuesday March 12<sup>th</sup> 2019, commencing at 7.30pm** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.

*Alison Marshall*

Alison Marshall Clerk to the Parish Council [thorvertonpc@gmail.com](mailto:thorvertonpc@gmail.com) 01392 861228 (06/03/2019)

### **AGENDA**

- 1 **Public Open Session** (15 minutes).
- 2 **To receive External Reports:** i) D/Cllr Deed ii) C/Cllr Squires iii) Police statistics iv) the School
- 3 **To receive Representative reports:** i) TMGT ii) Memorial Hall iii) the School iv) Focus v) Saturday Market and to agree a volunteer for the April 9<sup>th</sup> Market.
- 4 **Apologies** for absence.
- 5 **Declarations** of Interest.
- 6 **Confirmation of Minutes** of the meeting of Tuesday 12<sup>th</sup> February 2018.
  
- 7 **Annual Parish Meeting:** to amend the date of the meeting due to a double booking.
- 8 **Speedwatch Annual Meeting:** to consider feedback from this event.
- 9 **Helicopter Night Landing Site (DAAT):** to receive feedback on the March 2<sup>nd</sup> fund raising event, to receive any update on the planning application and to consider the next steps for the project.
- 10 **SWW – Installation of Event Date Monitoring (Quarry Car Park):** to consider the completed work and any compensation claim.
  
- 11 **Highways matters:** to receive any update / to consider the way forward on -
  - a) **Lamp post cobble work.**
  - b) **Hulk Lane – dedication of Public Bridleway.**
  - c) **Clearing of the Brook at Stonebridge.**
  - d) **Bullen Hill - sinking manhole cover.**
  
- 12 **Dark Lane Wall:** to consider the sketches for the replacement wall/fence and any further action.
- 13 **New Cemetery:** to consider an update from the working group and the completed HLF application form.
- 14 **Recreation Ground:** to receive a report from Cllr Sims and to receive any update regarding grant funding for the new mower. To resolve to reimburse Cllr Sims for two mole traps costing £9.90
  
- 15 **S106 Court Barton funding:**
  - a) **MDDC:** to receive confirmation regarding funding for the Sheep Dip and associated costs and also the Silver Street/Millennium Green land purchase project.
  - b) **Sheep Dip site purchase –** to consider any reply received from the Church Commissioners.
  - c) **Silver Street to Millennium Green land purchase –** to consider any response from MDDC.
  
- 16 **Finance:**
  - 1) To note the bank balance as at 01/03/2019 of £54,766.11 prior to deduction of reserves.
  - 2) To note banked receipts in February: Cemetery £500, Night Landing Site £525, Allotments £10.
  - 3) To consider paying the required ICO annual fee by direct debit to reduce the fee from £40pa to £35pa.
  - 4) To resolve to make the following payments:

A Marshall - Clerk salary	Salary	£358.29 gross	
	Less tax due –	£ 11.40	£346.89 net pay
HMRC (A Marshall)	Tax due Clerk		£ 11.40
A Marshall - Clerk expenses	Hall heating, Ink, Card		£36.99 (VAT n/a)
A Cleave	Allotment tidy up work		£25.00 (VAT n/a)
Strut & Parker	Half yearly allotment field rent		£90.00 (VAT n/a)
Vision ICT	Annual Website Management payment		£150.00 (incl VAT)
	Operation London Bridge		£ 42.00 (incl VAT)
GX Accounts	Outsourcing of PAYE – quarterly invoice		£18.75
G Sims	Reimbursement for 2 mole traps		£ 9.90
ICO (Information Commissioners Office)	Annual renewal		£40.00/£35.00
  
- 17 **Planning Applications** to consider notifications to the date of the meeting: none to date.

**Planning Decisions** received to the date of the meeting including:

a) **19/00037/HOUSE** formation of a hardstanding at Stone Bungalow, Thorverton. **Granted.**

b) **18/01944/LBC** listed building consent to install railings and balustrade to existing steps at Court Barton, Thorverton. **Granted.**

**18** **Elections May 2<sup>nd</sup> 2019:** to clarify any process queries and to consider Purdah requirements.

**19** **Communications:** to consider/note communications received to the date of the meeting including -

a) Thank you letter from Mid Devon Mobility regarding recent grant funding.

b) E-mail and 3 verbal enquiries regarding the building of a garden wall along Silver Street at Court Barton Close. The enquirers have been referred to MDDC Planning Department.

c) DCC Re-use credit scheme consultation.

d) Devon Communities re. Community Led Planning (Parish Plans).

e) CPRE Devon's New Housing Needs meeting.

**20** **Operation London Bridge:** to further consider the Website Managers fee, and the resolution of last month, regarding the recommended website process on the death of the Queen and Duke of Edinburgh.

**21** **Defibrillator:** to receive an update regarding a recent cabinet fault.

**22** **Court Barton Deed of Variation:** to receive any update.

**23** **Volunteer Litter Picker:** to consider advertising for a volunteer litter picker for the village.

**24** **PART 2 (private session):** To resolve that, due to the sensitive nature of the business to be discussed, the following items are dealt with as Part 2 business and, in accord with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972, the press and public be requested to leave the meeting:

1) To agree the Clerks automatic annual pay-rise, with effect from 01/04/2019, at static level SPC15, to £11.91 per hour in accordance with the National Joint Council for Local Government Services recommendations.

2) To consider an automatic annual pay-rise for the Handyman, with effect from 01/04/2019, at current level SPC 18 to £12.64 per hour in accordance with the National Joint Council for Local Government Services recommendations.

**25** **Business at the Chairman's discretion** – no decision making to take place during this item.

**26** **Next meetings:** to confirm the Annual Parish Meeting date and the next monthly meeting date.

**If you require this document in large print please contact the Clerk,  
Alison Marshall, on t. 01392 861228 or e. [thorvertonpc@gmail.com](mailto:thorvertonpc@gmail.com)**